



## ***Diversity Matching Grant Program***

The City of Wenatchee has established the Diversity Matching Grant program as an element in a larger effort, carried out by the city's Diversity Advisory Council, to encourage our citizens to celebrate the diversity of our community through activities and events that build understanding.

### ***Diversity Advisory Council Vision and Mission:***

Wenatchee is a community where diversity is welcomed, valued and celebrated. The Diversity Advisory Council advocates recognition, respect, inclusion and celebration of the Greater Wenatchee area's diverse people.

The Matching Grant Program has been developed to help organizations fund projects that will carry out the mission of the Diversity Advisory Council.

### **Examples**

Hold a cultural awareness and community building event	Develop and carry out a lecture series focusing on diversity or social justice issues	Public education campaigns related to discrimination and bias
Performance arts that promote personal and community awareness	Funds to bring a diversity trainer into the area	Funds to create a school and community partnership that will meet the goals of the Diversity Advisory Council
A project to bridge language and cultural barriers between communities	Leadership development / training / mentoring in under-represented communities	Youth or senior led projects

For 2009, a pool of \$2,000 has been set aside for this program. Applications will be considered as received. Up to \$500 is available per project. All projects require a dollar for dollar match from the applicant. The group's match can be cash or in-kind in the form of labor or materials. The City's Diversity Advisory Council will evaluate the applications for recommendation to the City Council.

### **All projects must:**

- ❖ Emphasize building a diverse community as the focus of the project. This includes community wide participation, building new relationships, opportunities for grassroots leadership, a clear and visible public benefit and clear project accomplishments
- ❖ Be proposed and led by a group of people or on behalf of an organization (applications from individuals are not eligible)

- ❖ Include community contributions and in-kind contributions to match the requested dollars
- ❖ Projects need to be completed in the year in which the application takes place

**Funds cannot:**

- ❖ Duplicate an existing program or service
- ❖ Support ongoing operations of an organization or project
- ❖ Conflict with City policy
- ❖ Support ongoing maintenance of a project
- ❖ Pay for projects that have taken place prior to grant submittal

**To Apply:**

**Fill out the attached application and return to:**

**Allison Williams  
Executive Services Director  
City of Wenatchee  
P.O. Box 519  
Wenatchee WA 98807**

**Applications can also be hand delivered to the City at 129 S. Chelan Street.**

### City of Wenatchee Diversity Matching Grant Program Details:

Grant Pool and Goals	Grant Information	Criteria
<p>Grant Pool: \$2,000 for FY 2008</p> <p>Goals:</p> <ul style="list-style-type: none"> <li>- Build community understanding of diversity issues</li> <li>- Celebrate diversity in our community</li> <li>- Encourage social justice</li> </ul>	<ul style="list-style-type: none"> <li>❖ \$500 cap per project</li> <li>❖ Matched equally with applicant (which can be in-kind or cash)</li> <li>❖ Labor is valued at \$11/hr</li> <li>❖ One project per group annually</li> <li>❖ Projects must take place <u>after</u> grant submittal</li> <li>❖ No project will have a vested right to funding</li> <li>❖ Grants on a reimbursement basis</li> <li>❖ Quarterly funding cycles</li> <li>❖ Contract follows agreement to fund</li> <li>❖ Hold harmless agreement for the City</li> </ul>	<ul style="list-style-type: none"> <li>❖ Project must provide a tangible community benefit</li> <li>❖ Application must be on behalf of a group / organization (not one or two individuals)</li> <li>❖ Projects must be completed within the calendar year of application</li> </ul> <p>Funds cannot:</p> <ul style="list-style-type: none"> <li>❖ Duplicate an existing service</li> <li>❖ Support ongoing operations of an organization or project</li> <li>❖ Conflict with City policy</li> <li>❖ Support ongoing maintenance of a project</li> </ul>

### **Project Rating Information:**

#### **Project Readiness: (25 points possible)**

- |                                    |                 |
|------------------------------------|-----------------|
| 1. Detailed – ready to implement   | 20 to 25 points |
| 2. Plan outline – needs refinement | 10 to 15 points |
| 3. Concept                         | 0 to 5 points   |

#### **Scope of Project:**

- |  |                 |
|--|-----------------|
| 1. Complete project as presented                 | 20 to 25 points |
| 2. Stand alone element of multiple phase project | 10 to 15 points |

#### **Project Budget and Work Plan:**

- |  |                |
|--|----------------|
| 1. Appropriate use of public dollars, work plan flows and will produce expected result | 0 to 25 points |
|--|----------------|

#### **Public Participation:**

- |   |                |
|---|----------------|
| 1. Broad stakeholder involvement and evidence of matching funds (support letters) | 0 to 25 points |
|---|----------------|

#### **Project Benefit:**

- |                                     |                 |
|-------------------------------------|-----------------|
| 1. Broad community benefit          | 20 to 25 points |
| 2. The benefit will be to the group | 10 to 15 points |
| 3. Low perceived benefit            | 0 to 5 points   |

**Other (Score the following 1 to 10, least to most benefit):**

Does the project propose a good approach / creative solution for a recognized problem?

Does the project promote community interaction / partnerships?

Does the project meet overall City and Diversity Council goals?

Does the project provide a clear statement of how the community and public will benefit from the project?



## ***Diversity Matching Grant Application***

*(Instructions: Type or print information in space provided, or duplicate in a word processing format utilizing similar space. Return completed application and attachments by grant deadline to: City of Wenatchee, Attn: Allison Williams, P.O. Box 519, Wenatchee WA 98807)*

Project Name: \_\_\_\_\_

Sponsoring Organization: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_ Email: \_\_\_\_\_

1. Briefly describe the project in 50 words or less:

2. Expected Project Start Date:

End Date:

3. How will this project benefit the community? Read through the criteria and provide clear project accomplishments.

4. Can the project be completed this calendar year?

5. Who will be involved to help carry out the project? Has this project been a priority of your group? Tell us about it.

6. Has your group taken on any other projects? What were the results? How many people participated?

7. What needs to be done to carry out the project and who will do it?

Task:	Person Responsible:	Completion Date:

8. How much will the project cost?

Budget Item (what you need get the project done)	Sponsor group cost (cash or labor match)	Donations from other sources (cash or in-kind / source)	Match requested from the City	Total
TOTAL				

9. Do you have permission to carry out this project; for example, street closure permit from the streets department has been obtained or applied for?

10. Is there anything more we need to know about your project in order to evaluate it?

**IMPORTANT!!**

11. Attach letters of support describing A) Why this project is important and / or B) Contributions that will be provided (time / labor/cash)

If this project is approved, the City will enter into an agreement with you to ensure completion of the project as described in this application. The agreement will require your organization hold the City harmless from any and all claims growing out of the conduct of the project and related activities.

The undersigned certifies that the information in this application is true and complete and has been provided for the purpose of obtaining financial assistance from the City of Wenatchee for the project described.

Contact Signature: \_\_\_\_\_ Date: \_\_\_\_\_

For City Use:

( ) Reviewed for funding on \_\_\_\_\_ by \_\_\_\_\_ (committee)

( ) Approved for funding

( ) Not approved for funding

Signature: \_\_\_\_\_